



JOB ANNOUNCEMENT

DeKalb County Integrated Justice Information Sharing Project Coordinator*

***This is a time limited grant funded position which reports to the IJIS Executive Committee.**

Annual Salary Range: \$48,828 - \$79,356

Closing Date: Open Until Filled

Benefits: 10 holidays; 15 days vacation; 13 days sick leave; medical group insurance options; pension plan; deferred compensation plan.

Physical Ability: Successful completion of a job related physical examination by a County Examining Physician is required. DeKalb County does not discriminate on the basis of disability.

MINIMUM REQUIREMENTS: Bachelor's Degree in Computer Science, Computer Information Systems or a related field; and five (5) years of comprehensive computer information systems project design, implementation and management experience. Knowledge of best practices in justice integration and experience applying information technology solutions to justice system issues, operations and management. Experience applying project management implementation methodology for successful implementation of systems and in managing information technology judicial projects. Knowledge and experience with JIEM analysis and information sharing projects strongly preferred.

ESSENTIAL FUNCTIONS: The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required or assigned.

Performs all duties as directed by the IJIS Executive Committee to facilitate the initiation of the implementation of the IJIS Strategic Plan. Interacts with all involved agencies and officials who will participate in the IJIS network in order to optimize their participation and utilization of the IJIS system. Develops requests for proposals as needed for implementation of the Strategic Plan and as approved by the IJIS Executive Committee; Develops and administers necessary contracts; Manages and coordinates project resources in support of the implementation of the Strategic Plan. Ensures the adoption of and administration of CJIS standards such as Justice Information Exchange Model and Global Justice XML; provides status reports to the Integrated Justice Coordinating Council and the Executive Committee; Clearly communicates information regarding computer equipment and systems to individuals with limited knowledge or training in the technology field.

Work Schedule: Employee may be required to work on various shifts as deemed necessary by the IJIS Executive Committee.

Submit resumes to: Libby Blackwell, Deputy Court Administrator, DeKalb County Superior Court, 556 N. McDonough Street, Room 405 Administrative Tower, Decatur, GA 30030